CONTRACT

State of Vermont

Buildings and General Services Office of Purchasing & Contracting 10 Baldwin St Montpelier VT 05633-7501 USA



Vendor ID 0000041408 Vermont Correctional Industries/Vermont 280 State Dr, NOB 2 S Waterbury VT 05671-2000 USA

Contract ID		Page
000000000000000000000000000000000000000	000000030918	1 of 3
Contract Dates	i	Origin
03/01/2016 to	02/28/2018	CPS
Description:		Contract Maximum
CPS-HIGHWAY	SIGNS AND ACCESS.	. \$9,999,999.00
Buyer Name	Buyer Phone	Contract Status
Berini,Brian Jon	802/828-2217	Approved

Phone #: (802) 241-1472

Line #	Item ID	Iter	n Desc	UOM	Unit Price	Max Qty	Max Amt
1	3482	HIG	SHWAY SIGNS, VARIOUS.	EA	0.01000	0.00	0.00

SEE ATTACHED PRICE LIST.

CONTRACT TERMS AND ADDITIONAL INFORMATION

ALL PRICE INCREASES MUST BE BASED ON DOCUMENTED CHANGES IN MATERIAL COSTS.

DELIVERY: SHIPMENTS SHALL BE SECURELY AND PROPERLY PACKED, ACCORDING TO ACCEPTED COMMERCIAL PRACTICE. DELIVERIES WHICH DO NOT CONFORM TO THE SPECIFICATIONS OR ARE NOT IN GOOD CONDITION UPON RECEIPT SHALL BE REPLACED PROMPTLY BY THE CONTRACTOR.

METHOD OF ORDERING: PURCHASE ORDERS MUST BE USED TO ORDER ITEMS AVAILABLE UNDER THIS CONTRACT. IF VERBAL OR FAX ORDERS ARE GIVEN, A PURCHASE ORDER MUST BE ISSUED BEFORE PAYMENT.

CANCELLATION: THE STATE SPECIFICALLY RESERVES THE RIGHT TO CANCEL THE CONTRACT OR ANY PORTION THEREOF PROVIDING, IN THE OPINION OF ITS COMMISSIONER OF BUILDINGS AND GENERAL SERVICES, THE SERVICES OR MATERIALS SUPPLIED BY THE CONTRACTOR ARE NOT SATISFACTORY OR CONSISTENT WITH THE TERMS OF THE CONTRACT.

QUANTITY: QUANTITIES ARE ESTIMATED ONLY BASED ON PRIOR USAGE AND MAY BE INCREASED OR DECREASED TO MEET ACTUAL REQUIREMENTS.

INVOICING: ALL INVOICES ARE TO BE RENDERED BY THE CONTRACTOR IN DUPLICATE ON THE VENDOR S STANDARD BILLHEAD AND FORWARDED DIRECTLY TO THE INSTITUTION OR AGENCY ORDERING MATERIALS OR SERVICES.

STATE OF VERMONT ATTACHMENT C: STANDARD STATE CONTRACT PROVISIONS DATED SEPTEMBER 1, 2015 AND ATTACHMENT D: COMMODITY PURCHASES TERMS AND CONDITIONS DATED NOVEMBER 10, 2010 ARE ATTACHED AND INCORPORATED AS PART OF THIS ORDER.

DEFAULT: IN CASE OF DEFAULT OF THE CONTRACTOR, THE STATE MAY PROCURE THE MATERIALS OR SUPPLIES FROM OTHER SOURCES AND HOLD THE CONTRACTOR RESPONSIBLE FOR ANY EXCESS COST OCCASIONED THEREBY, PROVIDED, THAT IF PUBLIC NECESSITY REQUIRES THE USE OF MATERIALS OR SUPPLIES NOT CONFORMING TO THE SPECIFICATIONS THEY MAY BE ACCEPTED AND PAYMENT THEREFORE SHALL BE MADE AT A PROPER REDUCTION IN PRICE.

CONTRACT PERIOD: THIS CONTRACT IS WRITTEN FOR AN INITIAL TWO (2) YEAR TERM, WITH OPTIONS TO EXTEND FOR TWO ADDITIONAL ONE-YEAR PERIODS UPON MUTUAL AGREEMENT OF BOTH PARTIES.

SPECIAL PROVISIONS: THIS CONTRACT IS ALSO ISSUED ON BEHALF OF THE VERMONT STATE COLLEGES INC., A SEPARATE CORPORATION, HAVING UNDER ITS JURISDICTION CASTLETON STATE COLLEGE, JOHNSON STATE COLLEGE, LYNDON STATE COLLEGE AND THE VERMONT TECHNICAL COLLEGE. THIS ALSO APPLIES TO THE UNIVERSITY OF VERMONT.

POLITICAL SUBDIVISIONS: POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES OF THE STATE MAY PARTICIPATE IN THIS CONTRACT AT THE SAME PRICES, TERMS AND CONDITIONS. ITEMS FURNISHED TO POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES WILL BE BILLED DIRECTLY TO AND PAID FOR BY THE POLITICAL SUBDIVISIONS OR INDEPENDENT COLLEGES, AND NEITHER THE STATE NOR ITS COMMISSIONER OF BUILDINGS AND GENERAL SERVICES PERSONALLY OR OFFICIALLY ASSUMES ANY RESPONSIBILITY.

SIGN MATERIALS AND FABRICATION ARE TO BE IN ACCORDANCE WITH SECTION 675 - TRAFFIC SIGNS AND DIVISION 700 - MATERIALS OF THE 2011 VT AOT STANDARD SPECIFICATIONS FOR CONSTRUCTION. SIGNS SHALL CONFORM WITH AOT E-SERIES AND T-SERIES STANDARD SHEETS. SIGN FACES ARE TO COMPLY WITH THE FHWA STANDARD HIGHWAYS SIGNS GUIDELINES." A. ITEMS RECEIVED UNDER THIS CONTRACT SHALL MEET ALL CURRENT REQUIREMENTS OF:

I. FHWA STANDARD HIGHWAY SIGNS 2004 EDITION AND 2012 SUPPLEMENT:

HTTP://MUTCD.FHWA.DOT.GOV/SER-SHS_MILLENNIUM.HTM

II. VTRANS STANDARD SPECIFICATIONS FOR CONSTRUCTION 2011 AND UPDATES (SECTIONS 675 AND 700 SPECIFICALLY): HTTP://VTRANSCONTRACTS.VERMONT.GOV/CONSTRUCTION-CONTRACTING/2011-STANDARD-SPECIFICATIONS.

B. THEY SHALL ALSO MEET THE VTRANS STANDARD DRAWINGS, E-SERIES AND T-SERIES;

HTTP://VTRANSCADDHELP.VERMONT.GOV/DOWNLOADS/STANDARDS.

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Berini,Brian Jon	802/828-2217	Approved	

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				Unit	Max	Max
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C SPECIAL SIZE S	SIGNS SHALL BE PRICED PER	LIARE FOOT BASED ON FACING	TYPE AND T	VPE/THICKNESS (OF SIGN	

- BACKING.
- D. SHEETING SHALL BE PER ASTM STANDARD D 4956-01. TYPES TYPICALLY REQUIRED FOR AOT UNDER THIS CONTRACT ARE: TYPE III, IV, VII, VIII, AND TYPE IX.
- E. SIGN MEASUREMENTS SHALL CONSISTENTLY BE EXPRESSED AS: WIDTH BY HEIGHT BY THICKNESS (W X H X TH).
- F. SIGN BACKING MATERIAL:
- I. ALUMINUM TYPE A SIGN THICKNESS SHALL BE 0.063", 0.080", 0.100", OR 0.125".
- II. HIGH DENSITY PLYWOOD SIGN THICKNESS SHALL BE 5/8" OR >"
- G. ANY CHANGES TO THIS CONTRACT WILL BE DONE BY CHANGE ORDER BY PURCHASING AND CONTRACT ADMINISTRATION. 1) ORDERING
- A. ORDERS MAY BE PLACED BY FAX (OR EMAIL) FROM THE TRAFFIC SHOP OFFICE OR THE OFFICIAL BUSINESS DIRECTIONAL SIGN (OBDS) PROGRAM OFFICE TO THE VENDOR. SEE SAMPLE OF TRAFFIC SHOP & MATERIALS REPORT ATTACHED.
- B. THE VENDOR MUST ACKNOWLEDGE RECEIPT OF ORDER WITHIN 2 BUSINESS DAYS TO THE PERSON PLACING THE ORDER. C. WORK ORDERS: SEPARATE WORK ORDERS SHALL BE ISSUED SPLITTING STANDARD TYPES OF SIGNS FROM OBDS SIGNS, LARGER OR SPECIAL SIGNS, OR ANY SIGNS THAT MAY TAKE A LONGER TIME TO CONSTRUCT.
- D. OBDS GRAPHICS SHALL BE APPLIED BY OBDS STAFF TO SIGNS PREPARED BY THE VENDOR.

2) DELIVERY

A. TRAFFIC SHOP: SIGNS SHALL BE DELIVERED TO THE AOT TRAFFIC SHOP (1736 RT. 302 BARRE, 05641) WITHIN 30 DAYS OF RECEIPT OF WORK ORDER AT THE VENDOR. EXCEPTIONS MAY ONLY BE ALLOWED WHEN THE TRAFFIC SHOP IS CONTACTED BY THE VENDOR PRIOR TO THE 30 DAY REQUIRED DELIVERY DATE, AND THE TRAFFIC SHOP CONFIRMS BY EMAIL TO VENDOR (CC: PURCHASING AGENT) THAT THEY ARE ABLE TO ALLOW AN EXTENSION TO THE DELIVERY TIME REQUIREMENT. HOWEVER, AT NO TIME SHALL DELIVERY BE ACCEPTABLE THAT EXCEEDS 45 DAYS FROM RECEIPT OF WORK ORDER AT VENDOR. B. QUANTITY OF INDIVIDUAL HIGHWAY SIGNS OUTSTANDING (NOT DELIVERED) FOR TRAFFIC SHOP SHALL NOT EXCEED THE QUANTITY OF 500 SIGNS AT ANY POINT IN TIME.

- C. OBDS PROGRAM: SIGNS MUST BE DELIVERED FOR THE OBDS PROGRAM WITHIN 45 DAYS OF RECEIPT OF ORDER AT VENDOR. THERE ARE NO EXTENSIONS ALLOWED TO THIS DELIVERY TERM.
- D. EXCEPTION REQUESTS FOR EXPEDITED (HIGH PRIORITY) HIGHWAY SIGN DELIVERY SHALL BE MET BY DELIVERY TO VTRANS WITHIN 10 WORKING DAYS OF RECEIPT OF ORDER.

3) FAILURE TO PERFORM

FAILURE BY VENDOR TO MEET THE ABOVE DELIVERY PERFORMANCE REQUIREMENTS WILL RESULT IN THE UNDELIVERED WORK ORDER(S) BEING CANCELLED BY AOT, AND A REQUISITION SENT TO THE PURCHASING AGENT TO PURCHASE THE SIGNS VIA RFQ AND PURCHASE ORDER PROCESS. THIS CANCELLATION OF ORDER WITH VENDOR SHALL BE AT NO COST TO THE AGENCY OF TRANSPORTATION, AND VENDOR IS RESPONSIBLE FOR THE EXCESS COST. THE CANCELLATION NOTICE MUST BE EMAILED BY AOT (CC: PURCHASING AGENT) AND THE NOTICE KEPT ON FILE. FUTURE ORDERS MAY ALSO BE OBTAINED VIA A BID PROCESS UNTIL EVIDENCE IS GIVEN BY VENDOR THAT THEY ARE ABLE TO MEET THE ABOVE SPECIFIED DELIVERY REQUIREMENTS, AND THE PURCHASING AGENT AGREES THAT DELIVERY REQUIREMENTS ARE ACCEPTABLE.

SIGNS THAT DO NOT MEET SPECIFICATIONS OR EXHIBIT POOR QUALITY OF WORK WILL BE RETURNED TO VENDOR. AND AN ACCEPTABLE EXPEDITED REPLACEMENT MUST BE RECEIVED AT THE ORDERING LOCATION WITHIN 7 DAYS OF NOTIFICATION TO THE VENDOR. CORRECTED SIGNS SHALL BE AT NO ADDITIONAL CHARGE.

5) GENERAL REQUIREMENTS

- A. FULL DELIVERY OF ALL ITEMS PER WORK ORDER IS REQUIRED (NO PARTIAL DELIVERIES).
- B. THERE SHALL BE A KNOWLEDGEABLE SINGLE POINT OF CONTACT AT THE VENDOR TO ADDRESS QUESTIONS AND ISSUES. A
- RESPONSE WITHIN 24 HOURS IS REQUIRED. A BACKUP CONTACT SHALL ALSO BE NAMED.
 C. THERE SHALL BE KNOWLEDGEABLE SINGLE POINT OF CONTACT AT THE VENDOR FOR ORDERING, INVOICING AND OTHER ISSUES. A RESPONSE WITHIN 24 HOURS IS REQUIRED. A BACKUP CONTACT SHALL ALSO BE NAMED.
- D. NON-EXPEDITED WORK ORDERS WILL BE COMPLETED IN ORDER OF RECEIPT BY VENDOR (FIRST IN, FIRST OUT).
- E. VENDOR MUST CONTACT PERSON WHO ORIGINATED ORDER, IF A SIGN CANNOT BE COMPLETED AS ORDERED AND/OR AS MEETS SPECIFICATIONS. (EXAMPLE: LETTER SIZE OR FONT MAY NOT BE AUTOMATICALLY ALTERED TO FIT SIGN SIZE.)

6) GENERAL SPECIFICATIONS

7) REPORTING

A. VENDOR SHALL REPORT TO PURCHASING AGENT FIVE (5) WORKING DAYS FOLLOWING THE FIRST OF EACH MONTH IN A SIMPLE ELECTRONIC REPORT SUMMARIZING THE STATUS OF ORDERS SEPARATELY FOR THE TRAFFIC SHOP AND FOR THE OBDS PROGRAM. PURCHASING RESERVES THE RIGHT TO REQUEST ADDITIONAL DETAIL.

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Berini,Brian Jon	802/828-2217	Approved

Phone #: (802) 241-1472

				Unit	Max	Max
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	DOR WILL		TO THE TRAFFIC SHOP AND OBDS PR	OGRAM OFFICE	FOR COMPARIS	ON OF

DELIVERY STATUS, ETC.
C. THE VENDOR IS REQUIRED TO INFORM THE TRAFFIC SHOP AND OBDS PROGRAM OFFICE AS SOON AS POSSIBLE IF THEY ANTICIPATE THEY ARE UNABLE TO MEET THE DELIVERY REQUIREMENTS AS STATED, AND IN ANY CIRCUMSTANCE, WITHIN 30

DAYS OF RECEIPT OF ORDER OR WHEN THE BACKORDER QUANTITY REACHES 500 SIGNS.

D. A SUMMARY STATUS REPORT SHALL BE PROVIDED BY THE CONTRACTOR TO THE PURCHASING AGENT TO KEEP HER APPRISED OF QUANTITY OF SIGNS ORDERED BUT NOT YET DELIVERED.

VCI CONTACT INFORMATION: GERALD SCHARTNER 802-334-8995 gerald.schartner@vermont.gov

AGENCIES & DEPARTMENTS ARE REQUESTED TO ADVISE THE PURCHASING AGENT AT ONCE OF THE FAILURE ON THE PART OF THE CONTRACTOR TO FULFILL ANY OF THE TERMS OR CONDITIONS OF THIS CONTRACT.

PLEASE REFER TO THE ASSIGNED CONTRACT NUMBER/PURCHASE ORDER # ON ALL CORRESPONDENCE, DELIVERY DOCUMENTS AND INVOICES.

VCI/VOWP IS OBLIGATED TO INFORM THE PURCHASING AGENT ON A MONTHLY BASIS OF THE QUANTITY OF OUTSTANDING ORDERS UNDER THIS CONTRACT. A MONTHLY DETAILED REPORT OF ORDERS AND STATUS SHALL BE PROVIDED TO THE PURCHASING AGENT AND THE TRAFFIC SHOP.

IF YOU HAVE ANY QUESTIONS REGARDING THIS DOCUMENT PLEASE CONTACT:

BRIAN BERINI

SENIOR PURCHASING AGENT

PHONE: 802-828-2217 FAX: 802-828-2222 brian.berini@vermont.gov

WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT

By the STATE of VERMONT	By the CONTRACTOR
Date:	Date:
Signature:	Signature:
Name:	Name:
Title:	Title:
Email:	Email: